

## Farm Credit Administration

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December 20, 2002

To: The Chief Executive Officer  
All Farm Credit System Institutions

From: Michael V. Dunn, Director  
Office of Policy and Analysis

A handwritten signature in black ink that reads 'Michael V. Dunn'.

Subject: Call for Reports of Financial Condition and Performance and Loan Account Reporting  
System Data for the Quarter Ending December 31, 2002

To comply with the Farm Credit Administration (FCA) Regulation 12 CFR Part 621, a report of financial condition and performance for the 3-month period ending December 31, 2002, is requested of each Farm Credit Institution (FCI). The requested information includes the Call Report, Call Report Addenda, and the LARS Reconciliation Report. This data should be electronically submitted to the FCA's Website, [www.FCA.gov](http://www.FCA.gov).

Each FCI should file a Call Report data file with the FCA. All FCS institutions should download a copy of the December 31, 2002 Excel file from the FCA's Website and use it to prepare the Call Report. Farm Credit Banks (FCBs) and CoBank, ACB should submit their Call Report to us on or before January 21, 2003. Production Credit Associations, Agricultural Credit Associations, Federal Land Credit Associations, and other FCIs should submit their Call Report to us on or before January 31, 2003.

Each FCB and the CoBank, ACB should submit by January 21, 2003, a LARS data file for its district for the quarter ending December 31, 2002. Associations that submit their own LARS data and the Farm Credit Financial Partners, Inc. should also submit a LARS data file by January 21, 2003. The LARS data file should be electronically submitted to the FCA. **All FCIs are reminded that the LARS data elements for total note numbers, principal and interest balances outstanding, and related performance status should be reconciled to the related Call Report schedules.** Institutions should electronically submit to the FCA a copy of the LARS Reconciliation Report and a full explanation of the reconciling items.

In addition, all FCBs and the CoBank, ACB should file a Supplemental Call Report with Asset/Liability Management (ALM) information. All FCBs and the CoBank, ACB should download a copy of the Supplemental Call Report Excel file from the FCA's Website and use it to prepare the Call Report with ALM information. The Supplemental Call Report should be electronically submitted to the FCA and should be filed by March 1, 2003.

**While banks are the only institutions required to file a Supplemental Call Report, associations should provide their respective banks certain information on projected income in sufficient time for the banks to report projections on the district's consolidated earnings in the Supplemental Call Reports.**

Further, each FCB and the CoBank, ACB should electronically submit a supplemental addendum report that shows additional information on guaranteed loans and accrued interest payable on Systemwide notes and bonds. Each FCB and the CoBank, ACB should download a copy of the addendum report from the FCA's Website (Supplemental Addendum – Government Guaranteed Loans) and use it to prepare the report. This addendum report has the same due date as the Call Report.

As mentioned in last quarter's memorandum, the process for obtaining institutional information has changed. The Appendix E, Correction to Name and Address Form has been replaced with a Web-based Institution Profile and Branch Office Directory. This Web-based process allows institutions to update their profile and branch office information whenever needed rather than on a quarterly basis. While the expectation is that the information will be updated when needed, each institution will still be required to review its profile quarterly. Again, please take the necessary time to ensure the accuracy of the Institution Profile and the completeness of the Branch Office Directory.

The Call Report instructions have been revised to reflect System structural changes and updates to the Loans Service Organization Codes and the Standard Industrial Codes used for LARS reporting. We have enclosed with this call request revisions to the instructions for the Uniform Call Report and LARS

Please review all enclosed material before preparing any Call Report or LARS information. Please contact Gaylon Dykstra at (703) 883-4073 regarding any questions or clarification you need.

Enclosures